

## STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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**Executive Director**

TO: Designated Employer Representatives/Human Resources Directors  
Classification Personnel  
Testing Personnel

FROM: Kisha S. Jones  
Operations Division

SUBJECT: Final Status Notice for the Central Sterile Supply Technician  
CCE-11-475

DATE: June 20, 2011

The State Universities Civil Service System continues to routinely revise and modify the classification plan. The overall objective is to provide an efficient and effective classification and examination system that meets the business requirements of each employer. The following modifications are therefore incorporated into the State Universities Civil Service System classification plan.

Classes currently used by: UIC, UI-CH, UIUC

<u>Current Classes</u>	<u>Action Proposed</u>	<u>Revised/New Classes</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Effective Date</u>
3885  Central Sterile Supply Technician	REVISE	3885  Central Sterile Supply Technician	None	12/ Medical Services	445/ Subsidiary	9/1/11

### Voiding/Deleting Registers

The registers for the Central Sterile Supply Technician classification should be voided at the close of business on August 31, 2011. All testing materials related to these titles should be destroyed.

### Class Specification and Examination Components/Instruments

The new class specifications and examining instruments for the Central Sterile Supply Technician classification (Credentials Assessment) will be effective (available per E-Test) September 1, 2011. For details on class specification and other information i.e. occupational area, work area, promotional line, etc., visit the class specification link at our website at [www.sucss.state.il.us](http://www.sucss.state.il.us).

### Pay Rate/Ranges

Where necessary, employers should make adjustments to or establish new pay rates/ranges to accompany the above changes. In some instances, establishing a wide pay range will optimize the opportunity of each employer to properly reflect their individual compensation programs for these operations and positions.

### Seniority

Seniority calculations should be reviewed and established based on the final classification assignment.

If you have any questions or need additional information, please contact Kisha Jones at (217) 278-3150 Ext. 223 or at [kishaj@sucss.state.il.us](mailto:kishaj@sucss.state.il.us).